



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, MAY 19, 2026 AT 7:30 PM

MEETING PROCEDURE: Comments from the Public are welcome at two different times during the course of the meeting: (1) Comments on items not on the Agenda, and Consent Agenda items, will be heard under Public Comments – and (2) Comments on all Resolutions and Ordinances will be heard during Council consideration of said item. Please wait until you are recognized by the Mayor, state your name and address so that your comments may be properly recorded and limit your remarks to a period of five minutes or less.

1. Roll Call.

A regular meeting of the Oxford City Council was called to order by Mayor Smith on Tuesday, May 19, 2026, at 7:30 p.m. Members in attendance were Jim Vinch, William Snavelly, Roxanne Ornelas, Amber Franklin, Alex French, and Jason Bracken.

Staff Members in Attendance

Mr. Douglas R. Elliott, Jr., City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. Michael Dreisbach, Service Director; Mr. John Detherage, Fire Chief; Mr. John Jones, Police Chief; Ms. Heidi Ridenour, Finance Director; Mr. Sam Perry, Community Development Director; Mr. Chad Smith, Parks and Recreation Director; Mr. Jordan Staley, Assistant Law Director; and Ms. Heather Barbour, Clerk of Council.

2. Pledge of Allegiance.

3. Approval of Agenda.

Motion – To Approve the Agenda.
(Voice Vote) 1st Ms. French 2nd Ms. Franklin
AYE # 7
NAY # 0
ABS # 0

4. Public Participation.

A. Building Safety Month Proclamation

Mr. Perry accepted the Proclamation and thanked Mayor Smith. Mr. Perry explained that our two building officials, Luke Hurst and Andrew Dickerson, from the National Inspection Corporation, weren't able to attend tonight's meeting. Mr. Perry shared that we have about a dozen building inspectors who work for National Inspection Corporation, as well as the Fire Department. Mr. Perry thanked Mayor Smith for the Proclamation.

B. Appointments to Boards and Commissions

Motion – To appoint Mr. Harlan Schottenstein to fill an unexpired term on the Public Arts Commission of Oxford expiring June 2028, Mr. Gerald Yearwood to fill an unexpired term on the Board of Zoning Appeals expiring June 2027, and Mr. Jason Bracken as the Citizen at Large to the Housing Advisory Commission expiring June 2030.

(Voice Vote) 1st Ms. French 2nd Mr. Snavelly

AYE # 7

NAY # 0

ABS # 0

C. Public Comments

The purpose of the public comments section is for members of the public to speak to the City Council on any subject not scheduled on the Agenda, except consent agenda items. To speak, you may approach the podium and wait to be addressed by the Mayor. You will need to state your name and address for the public record. City Council values your comments, and Council rules limit public comments to five minutes for each person. Presentations are not to be in the form of public debate, personal attacks on Council, City staff, or other members of the public, and Council shall not act except to direct the City Manager to take action or schedule the matter for discussion at a later date.

Public Comment - None.

5. Consent Agenda.

All matters under the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion. Any City Council member may, however, remove an item from consent by request. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

Motion – To Approve the Consent Agenda.
(Voice Vote) 1st Ms. French 2nd Mr. Snavelly
AYE # 7
NAY # 0
ABS # 0

- A. Minutes from the May 5, 2026, City Council Meeting. (Heather Barbour, Clerk of Council)

- B. A Report Regarding the May 6, 2026, Environmental Commission Meeting (Reena Murphy, Sustainability Coordinator)

6. Resolutions.

- A. A Resolution Authorizing The City Manager To Enter Into An Agreement With MTECH Company For The Purchase Of An Automated Valve Exercising Machine Utilizing Water Capital Equipment Funds And \$17,800 Of The City's American Rescue Plan Act (ARPA) Funds Toward This Purchase. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7823.
(Voice Vote) 1st Ms. French 2nd Ms. Ornelas
AYE # 7
NAY # 0
ABS # 0

Mr. Dreisbach presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

- B. A Resolution Authorizing the City Manager to Enter into an Agreement with Jackson Construction, Inc. for the City's 2026 Curb, Gutter, & Sidewalk Special Assessment Construction Project. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7824.
(Voice Vote) 1st Ms. French 2nd Ms. Franklin
AYE # 7
NAY # 0
ABS # 0

Mr. Dreisbach presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

- C. A Resolution Authorizing the City Manager to Enter into an Agreement with Duke Energy to Provide Transformers for the City's Electric Vehicle Charging Project. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7825.
(Voice Vote) 1st Mr. Snavely 2nd Ms. French
AYE # 7
NAY # 0
ABS # 0

Mr. Dreisbach presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

- D. A Resolution Authorizing The City Manager To Amend An Existing Agreement With AECOM Technical Service, Inc. As Described In Exhibit A, For The Development Of Construction Plans And Specifications For An Amtrak Rail Station Platform. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7826.
(Voice Vote) 1st Mr. Snavely 2nd Ms. French
AYE # 7
NAY # 0
ABS # 0

Mr. Dreisbach presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

- E. A Resolution Authorizing The City Manager To Amend The Grant Of \$300,000.00 In City Of Oxford American Rescue Plan Act (ARPA) Funds To Talawanda Oxford Pantry And Social Services (TOPSS) For The Design, Engineering, Construction, And Interior Build-Out Of A New Facility, And For The Planning, Refurbishment, And Repurposing Of Existing Facilities To Support The TOPSS Mission.(Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7827.
(Voice Vote) 1st Ms. French 2nd Mr. Snavelly
AYE # 7
NAY # 0
ABS # 0

Ms. Greene presented her staff report and addressed questions and comments from the Council.

Public Comment - None.

- F. A Resolution Authorizing The Waiver Of One-Half Of The Water And Wastewater Capacity Benefit Charges Associated With The Habitat For Humanity Clarence Place Affordable Homeownership Development (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7828.
(Voice Vote) 1st Ms. French 2nd Ms. Ornelas
AYE # 7
NAY # 0
ABS # 0

Ms. Greene presented her staff report and addressed questions and comments from the Council.

Public Comment - None.

- G. A Resolution Authorizing The City Manager To Enter Into A Parking Use Agreement With The Talawanda City School District Board Of Education As Described In Exhibit A, Related To The Oxford Amtrak Passenger Rail Project. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7829.
(Voice Vote) 1st Ms. French 2nd Ms. Ornelas
AYE # 7
NAY # 0
ABS # 0

Ms. Greene presented her staff report and addressed questions and comments from the Council.

Public Comment - None.

7. Ordinances.

Ordinances are adopted using a two-step procedure. First reading introduces the Ordinance and provides an opportunity for public input on the subject as well as allowing Council to request more information as needed. Second reading is to provide Council with the opportunity to consider new information and to deliberate.

A. First Reading

1. An Ordinance To Approve Current Replacement Pages To The Oxford Codified Ordinances. (Douglas R. Elliott, Jr., City Manager)

Mr. Elliott presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

B. Second Reading

1. An Ordinance Amending Ordinance No.3844 Supplemental Budget Ordinance Number 2 To Make Supplemental Appropriations For Fiscal Year 2026. (Heidi Ridenour, Finance Director)

Motion – To Adopt Ordinance No. 3864.
(Roll Call Vote) 1st Ms. French 2nd Mr. Snavelly

AYE # 7

Mr. Vinch, Mr. Bracken, Ms. Franklin, Ms. French, Ms. Ornelas, Mr. Snavelly, and Mayor Smith

NAY # 0

ABS # 0

Ms. Ridenour reviewed the changes since the first reading and offered to answer any questions.

Public Comment - None.

8. Announcements & Communications.

A. Remarks from City Council and City staff.

The comments expressed by individual members of Council or City staff during this portion of a City Council meeting do not necessarily reflect the views of the City of Oxford, The Oxford City Council, or the City staff.

B. Future Meetings.

(Note: Meetings are held at the Court House unless otherwise indicated.)

DATE	Meeting		
1. May 20	CANCELED - Board of Building Appeals	Courthouse	5:30 p.m.
May 21	Police Community Relations and Review Commission	Courthouse	7:00 p.m.
May 26	CANCELED — Board of Zoning Appeals	Courthouse	6:30 p.m.
Jun 2	City Council	Courthouse	7:30 p.m.
Jun 3	Environmental Commission	Municipal Building	7:00 p.m.
Jun 4	Housing Advisory Commission	College@Elm	5:00 p.m.
Jun 8	Oxford Recreation Board	Municipal Building	12:30 p.m.
Jun 8	Public Arts Commission of Oxford	Municipal Building	5:30 p.m.
Jun 11	Civil Rights Commission	Municipal Building	4:00 p.m.
Jun 15	Oxford Parking & Transportation Advisory Board	Municipal Building	9:00 a.m.
Jun 16	City Council	Courthouse	7:30 p.m.

9. Adjourn.

Motion – To Adjourn at 8:07 p.m.

(Voice Vote) 1st Ms. French 2nd Ms. Franklin

AYE # 7

NAY # 0

ABS # 0